

COLUMBIA POLICE DEPARTMENT

Policy and Procedure Manual

CANINES

Approved By: Kenneth Burton Chief of Police
CALEA 6th Edition Standard:

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318.1 PURPOSE AND SCOPE

The canine program was established to augment law enforcement services to the community. Highly skilled and trained teams of handlers and canines are used to supplement law enforcement operations to locate individuals, contraband and to apprehend criminal offenders.

318.2 GUIDELINES FOR THE USE OF CANINES

A canine may be used in the investigation of a crime or possible crime, in the execution of a warrant, and to locate and apprehend a suspect if the canine handler reasonably believes that the individual has either committed or threatened to commit any serious offense and if any of the following conditions exist:

- a. There is a reasonable belief the individual poses an imminent threat of violence or serious harm to the public, any officer or the handler.
- b. The individual is physically resisting or threatening to resist arrest and the use of a canine reasonably appears to be necessary to overcome such resistance.
- c. The individual is believed to be concealed in an area where entry by other than the canine would pose a threat to the safety of officers or the public.

It is recognized that situations may arise that do not fall within the provisions set forth in this policy. In any such case, a standard of objective reasonableness shall be used to review the decision to use a canine in view of the totality of the circumstances.

Absent a reasonable belief that an individual has committed or threatened to commit a serious offense, mere flight from a pursuing officer shall not serve as good cause for the use of a canine to apprehend an individual.

Once the individual has been located and no longer reasonably appears to represent a threat or risk of escape, the canine should be placed in a down-stay or be otherwise secured as soon as it becomes reasonably practical.

318.2.1 PREPARATIONS FOR UTILIZING A CANINE

Prior to the use of a canine to search for or apprehend any individual, the canine handler and/or the supervisor on-scene shall carefully consider all pertinent information reasonably available at the time. The information should include, but is not limited to:

- a. The individual's perceived age.
- b. The nature of the suspected offense.
- c. Any potential danger to the public and/or other officers at the scene if the canine is released.
- d. The degree of resistance or threatened resistance, if any, the subject has shown.

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- e. The potential for escape or flight if the canine is not utilized.
- f. The potential for injury to officers or the public caused by the suspect if the canine is not utilized.

As circumstances permit, the canine handler should make every reasonable effort to communicate and coordinate with other involved personnel to minimize the risk of unintended injury.

A canine handler shall have the ultimate authority to decide whether the canine will be deployed. The handler will evaluate each situation and determine if the use of a canine is technically feasible. Generally, the decision to deploy the canine shall remain with the handler. However, a supervisor sufficiently apprised of the situation may decide against deploying the canine.

318.2.2 WARNINGS GIVEN TO ANNOUNCE THE USE OF A CANINE

Unless it would otherwise increase the risk of injury or escape, a clearly audible warning to announce that a canine will be released if the person does not come forth shall be made prior to releasing a canine. The canine handler, when practicable, shall first advise the supervisor of his/her decision if a verbal warning is not given prior to releasing the canine. In the event of an apprehension, the handler shall document in any related report whether a verbal warning was given and, if none was given, the reasons why.

318.2.3 USE OF NARCOTIC-DETECTION CANINES

A narcotic detection-trained canine may be used in accordance with current law under the following circumstances:

- a. To assist in the search for narcotics during a search warrant service.
- b. To obtain a search warrant by using the detection canine in support of probable cause.
- c. To search vehicles, buildings, bags and any other articles as deemed necessary.
- d. A narcotic detection-trained canine will not be used to search a person for narcotics unless the canine is trained to passively indicate the presence of narcotics.

318.2.5 GUIDELINES FOR NON-APPREHENSION USE

Because canines have senses far superior to those of humans, they may be effectively utilized to track or search for non-criminals (e.g., lost children, individuals who may be disoriented or in need of medical attention) or even suspects wanted for minor criminal offenses. In such circumstances it will be necessary for the handler to evaluate the conditions and ability of the canine to determine the feasibility of such an application.

- a. Absent a change in circumstances that present an immediate threat to officers, the canine or the public, such applications should be conducted on-leash or under such conditions that the canine will not bite or otherwise injure the individual, if located.
- b. Throughout the deployment of the canine in such circumstances, the handler should give periodic verbal assurances that the canine will not bite or hurt the person.
- c. Unless otherwise directed by a supervisor, assisting personnel should take direction from the handler in order to minimize interference with the canine.

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- d. Once the individual has been located, the canine should be placed in a down-stay or otherwise secured as soon as it becomes reasonably practicable.

318.2.6 REPORTING CANINE USE, BITES AND INJURIES

Whenever a canine is deployed and intentionally bites or otherwise causes injury to a suspect, a supervisor shall be promptly notified and the injuries documented. The deployment and injuries should also be included in any related incident or arrest report.

Any unintended bite or injury caused by the canine during deployments, operations, training, and presentations or under any other circumstances, either on- or off-duty, shall be promptly reported to the canine unit coordinator. Unintended bites or injuries caused by the canine should be documented.

318.2.7 REPORTING CANINE INJURIES

In the event that a canine is injured, the injury will be immediately reported to the Watch Commander.

Depending on the severity of the injury, the canine shall either be treated by the designated veterinarian or transported to a designated emergency medical facility for treatment. If the handler and canine are out of the area, the handler may use the nearest available veterinarian.

The injury will be documented.

318.2.8 ASSIGNMENT OF CANINES

The canine teams shall be assigned to the Patrol Bureau to supplement and assist the Patrol Bureau.

Canine teams should function primarily as cover units. However, they may be assigned by the Watch Commander to other functions based on the needs of the watch at the time.

Canine teams should not be assigned to handle matters that will take them out of service for extended periods of time unless absolutely necessary and only with the approval of the Watch Commander.

318.3 REQUESTS FOR USE OF CANINE TEAMS

Personnel within the Department are encouraged to freely solicit the use of the canines. Requests for a canine team from outside of the Patrol Bureau shall go through the canine unit coordinator or the Watch Commander.

318.3.1 REQUEST FOR ASSISTANCE FROM OTHER AGENCIES

The Watch Commander or the canine unit coordinator must approve all requests for canine assistance from outside agencies subject to the following provisions:

1. Canine teams shall not be used for any assignment that is not consistent with this policy.

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2. The handler has the ultimate authority to decide whether the canine is to be used for a specific assignment.
3. Canine teams shall not be called out while off-duty or used outside the jurisdiction of the Columbia Police Department unless authorized by the Watch Commander or the canine unit coordinator.
4. It shall be the responsibility of the canine handler to coordinate with outside agency personnel in order to minimize the risk of unintended injury.

318.3.2 REQUEST FOR PUBLIC DEMONSTRATIONS

All public requests for a canine team shall be approved by the canine unit coordinator prior to making any commitment.

Handlers shall not demonstrate any apprehension work to the public unless authorized to do so by the canine unit coordinator.

318.4 SELECTION OF CANINE HANDLERS

The following are the minimum qualifications for the assignment of canine handler:

1. The handler is a Columbia Police Department officer currently off probation.
2. The handler resides in an adequately fenced, single-family residence (minimum 5-foot high fence with locking gates).
3. The handler has a garage that can be secured and will accommodate a canine unit.
4. The handler lives within 30 minutes travel time from the Columbia City limits.
5. The handler agrees to be assigned to the position for a minimum of three years.

318.5 CANINE HANDLER RESPONSIBILITIES

318.5.1 AVAILABILITY

The handler shall be available for call-out under conditions specified by the canine unit coordinator.

318.5.2 CARE FOR THE CANINE AND EQUIPMENT

The handler shall ultimately be responsible for the health and welfare of the canine and shall ensure that the canine receives proper nutrition, grooming, training, medical care, affection and living conditions.

The handler will be responsible for the following:

- a. Unless required by a particular application, the handler shall not expose the canine to any foreseeable and unreasonable risk of harm.
- b. The handler shall maintain all department equipment under his/her control in a clean and serviceable condition, and when not on-duty shall maintain the canine unit in a garage, secured from public view.
- c. When a handler takes a vacation or extended number of days off, the assigned canine vehicle shall be maintained at the Police Department facility.

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- d. Handlers shall permit the canine unit coordinator to conduct spontaneous on-site inspections of affected areas of their residence, as well as the canine unit, to verify that conditions and equipment conform to this policy.
- e. Any changes in the living status of the handler that may affect the lodging or environment of the canine shall be reported to the canine unit coordinator as soon as possible.
- f. When off-duty, canines shall be maintained in kennels provided by the City at the homes of their handlers. When a canine is kenneled at the handler's home, the gate shall be secured with a lock. When off-duty, canines may be let out of their kennels while under the direct control of their handlers.
- g. The canine should be permitted to socialize in the home with the handler's family for short periods of time and under the direct supervision of the handler.
- h. Under no circumstances will the canine be lodged at another location unless approved by the canine unit coordinator or Watch Commander.
- i. When off-duty, handlers shall not involve their canines in any activity or conduct unless approved in advance by the canine unit coordinator or Watch Commander.
- j. Whenever a canine handler anticipates taking a vacation or an extended number of days off, it may be necessary to temporarily relocate the canine. In those situations the handler shall give reasonable notice to the canine unit coordinator so that appropriate arrangements can be made.

318.5.3 CANINES IN PUBLIC AREAS

All canines shall be kept on a leash when in areas that allow access to the public. Exceptions to this rule would include specific law enforcement operations for which the canines are trained.

- a. Canines shall not be left unattended in any area to which the public may have access.
- b. When the canine unit is left unattended all windows and doors shall be secured in such a manner as to prevent unauthorized access to the canine. The handler shall also ensure that the unattended unit remains inhabitable for the canine.

318.5.4 HANDLER COMPENSATION

The canine handler shall be compensated for time spent in the care, feeding, grooming and other needs of the canine, in accordance with the Fair Labor Standards Act.

318.6 MEDICAL CARE OF THE CANINE

All medical attention shall be rendered by the designated canine veterinarian, except during an emergency as provided within this policy.

318.6.1 NON-EMERGENCY MEDICAL CARE

Non-emergency medical care will be coordinated through the canine unit coordinator.

Any indication that a canine is not in good physical condition shall be reported to the canine unit coordinator or the Watch Commander as soon as practicable.

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All records of medical treatment shall be maintained in the canine handler's file.

318.6.2 EMERGENCY MEDICAL CARE

The handler shall notify the canine unit coordinator as soon as practicable when emergency medical care for the canine is required.

Depending on the severity of the illness or injury, the canine shall either be treated by the designated veterinarian or transported to a designated emergency medical facility for treatment. If the handler and canine are out of the area, the handler may use the nearest available veterinarian.

318.7 TRAINING

Before assignment in the field, each canine team shall be trained and certified to meet current recognized national standards or the vendor's standards. Cross-trained canine teams or those canine teams trained exclusively for the detection of narcotics and/or explosives shall be trained and certified to meet a nationally recognized standard or vendor standards established for such detection canines. Canine teams may not be used outside the scope of their certification.

The canine unit coordinator shall be responsible for scheduling periodic training for all department personnel in order to familiarize them with how to conduct themselves in the presence of canines.

318.7.1 CONTINUED TRAINING

Each canine team shall thereafter be recertified to a current nationally recognized standard or the vendor's standards on an annual basis. Additional training considerations are as follows:

- a. Canine teams shall receive training to a current nationally recognized standard or as defined in the current contract with the department's canine training provider.
- b. Canine handlers are encouraged to engage in additional training with approval of the canine unit coordinator.
- c. To ensure that all training is consistent, no handler, trainer or outside vendor is authorized to train to a standard that is not reviewed and approved by the Department.
- d. All canine training shall be conducted while on-duty unless otherwise approved by the canine unit coordinator or Watch Commander.

318.7.2 FAILURE TO SUCCESSFULLY COMPLETE TRAINING

Any canine team failing to graduate or obtain certification shall not be deployed in the field for tasks the team is not certified to perform until graduation or certification is achieved. If the team has a single certification, when reasonably practicable, pending successful certification, the canine handler shall be temporarily reassigned to regular patrol duties.

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318.7.3 TRAINING RECORDS

All canine training records shall be maintained in the canine handler's and the canine's training files.

318.8 CANINE UNIT COORDINATOR RESPONSIBILITIES

The canine unit coordinator shall be appointed by the staff and shall supervise the canine program. The canine unit coordinator is directly responsible to the Patrol Bureau Commander. The canine unit coordinator shall be responsible for, but not limited to:

- a. Reviewing all canine use reports to ensure compliance with policy and to identify training issues and other needs of the program.
- b. Maintaining liaison with the vendor kennel.
- c. Maintaining liaison with administrative staff and functional supervisors.
- d. Maintaining liaison with other agency canine coordinators.
- e. Maintaining accurate records to document canine activities.
- f. Recommending and overseeing the procurement of needed equipment and services for the unit.
- g. Being responsible for scheduling all canine-related activities.
- h. Ensuring the canine teams are scheduled for continuous training to maximize the capabilities of the teams.

318.9 CONTROLLED SUBSTANCE TRAINING AIDS

Controlled substance training aids are required to effectively train and maintain drug detection canines. Controlled substances can also be an effective training aid during training sessions for law enforcement personnel and the public.

The Chief of Police or the authorized designee, at his/her discretion, may authorize a member to seek a court order to allow controlled substances to be maintained in the member's possession for training purposes. This applies to any duly authorized peace officer or civilian drug detection canine trainer working under the direction of a law enforcement agency, provided that:

- a. The controlled substances are no longer needed as criminal evidence.
- b. The person receiving the controlled substances, if required by the Drug Enforcement Administration (DEA), possesses a current and valid DEA registration that specifically authorizes the recipient to possess controlled substances while providing substance abuse training to law enforcement or the community or while providing canine drug detection training.

As an alternative, the Chief of Police or the authorized designee may request narcotics training aids while providing substance abuse training or canine drug detection training from the DEA by filling out the DEA-225 form at www.dea diversion.usdoj.gov.

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318.9.1 PROCEDURES

Due to the responsibilities and liabilities involved with possessing readily usable amounts of controlled substances and the ever-present danger of accidental ingestion of these controlled substances by the canine, the following procedures shall be strictly followed:

- a. All necessary controlled substance training samples shall be checked out from the combination safe and documented on the Drug Training Aid Usage Log or from outside agencies authorized to provide controlled substance training samples. All controlled substance training samples shall be weighed and tested prior to dispensing to the individual canine handler.
- b. The weight and test results shall be recorded and maintained by this department.
- c. Any person receiving controlled substance training samples pursuant to court order shall maintain custody and control of the controlled substances and shall keep records regarding any loss of, or damage to, those controlled substances.
- d. All controlled substance training samples will be inspected, weighed and tested quarterly. The results of the quarterly testing shall be recorded and maintained by the canine coordinator with a copy forwarded to the dispensing agency.
- e. All controlled substance training samples will be stored in combination safe in the sergeants office at all times, except during training. There are no exceptions to this procedure.
- f. The canine unit coordinator shall periodically inspect every controlled substance training sample for damage or tampering and take any appropriate action.
- g. Any unusable controlled substance training samples shall be returned to the Evidence Unit or to the dispensing agency.
- h. All controlled substance training samples shall be returned to the dispensing agency upon the conclusion of the training or upon demand by the dispensing agency.

318.9.2 IMMUNITY

All duly licensed officers acting in the performance of their official duties and any person working under their immediate direction, supervision or instruction are immune from prosecution under state law while providing substance abuse training or canine drug detection training (§ 195.050.4, RSMo).